

WEST ST. MARY PARISH PORT, HARBOR AND TERMINAL DISTRICT

MEETING MINUTES

JULY 7, 2020

6:00 P.M.

The meeting was called to order by Mr. Wilson Terry, President of the Port Commission. Mr. Terry led in the Pledge of Allegiance. Ms. Lanceslin gave the Invocation. A roll call resulted in the following:

Present:

Calvin Deshotel
Donna Lanceslin
Ralph Longman
Joe Phillips
Murphy Pontiff
Joseph Tabb
Wilson Terry

Absent:

Greg Paul
Willie Peters

Also present at the meeting were Ms. Marguerite Robinson of Teche Talk, Mr. Alan Taylor of Kolder, Slaven and Company, Mr. Reid Miller of Miller Engineers, Mr. David Allain, Executive Director and Ms. Rebecca Pellerin, Office Manager of the Port Commission.

A motion was made by Mr. Longman to dispense with the reading of the June 2, 2020 and to accept them as presented. The motion was seconded by Mr. Deshotel. Mr. Terry asked if there was any discussion or opposition. There was none. The motion carried unanimously.

There were no public comments.

Mr. Alan Taylor gave a brief report on the Annual Audit performed by Kolder, Slaven and Company for the year ending December 31, 2019. Mr. Taylor reported that the Port received an Unmodified Opinion, which is the best Opinion that can be received. He further reported that the District's (Port Commission) financial statements do fairly represent the financial position of the operations of the District. He also stated that the financial condition of the District remains strong. Discussion followed. Mr. Taylor invited the Commissioners to contact him if they have any questions about the report. A motion was made by Mr. Tabb to accept the audit report as presented. The motion was seconded by Ms. Lanceslin. Mr. Terry asked if there was any discussion or opposition. There was none. The motion carried unanimously.

Regarding the Adoption of the Millage Rate for the year 2020, Mr. Allain explained that every four years a reassessment of property values is performed throughout the Parish. The result of

that reassessment was a decrease in property values which means lower revenues. The current millage rate levied by the Port of West St. Mary is 3.72 mills. Because of the situation with the current assessed values, the Port has an opportunity to raise its millage rate to 3.85 mills. Mr. Allain further stated that although the 3.85 rate would keep the Port revenue neutral, it would cause millage rates to go up in the Parish. Because of this, he suggested that the Port retain its 3.72 mills which would result in a reduction of funds to the Port of approximately \$20,000. A motion was made by Mr. Phillips to adopt the Millage rate at 3.72 mills. The motion was seconded by Mr. Pontiff. Mr. Terry asked if there was any discussion or opposition. Mr. Pontiff asked if the Port was staying revenue neutral or millage neutral and Mr. Terry replied that the Port was voting to stay millage neutral. Mr. Allain stated that an official resolution to adopt the millage is required and must be read aloud in the meeting. He called upon Ms. Pellerin who read the resolution, a roll call vote was taken and the motion carried unanimously.

Mr. Allain reported that the requests for quotes for repairs to the roof of the Marine Turbine Technologies Expansion building were received and requested that Mr. Reid Miller of Miller Engineers report on the findings. Mr. Miller reported that four quotes were received as follows Frisco Industrial - \$94,495, Southern Constructors - \$95,505, Acadiane' Renovations - \$101,700 and Napier Sheet Metal - \$120,000. Discussion followed. Mr. Miller recommended accepting the low quote of Frisco Industrial. A motion was made by Mr. Deshotel to accept Frisco Industrial's quote. The motion was seconded by Mr. Phillips. Mr. Terry asked if there was any discussion or opposition. There was none. The motion carried unanimously.

Mr. Allain reported on the Port's 2020 budget and suggested adjusting and increasing the following lines items: the Baldwin Facility Maintenance budget by \$3,000, Buildings and Facility Maintenance by \$25,000, Utilities for Baldwin Facility by \$3,500 and Computer Expense by \$1,000. With regards to the Baldwin facility, he reported that all of the lights have been changed, the cranes have been repaired and the Quonset hut has been painted. Mr. Deshotel asked if Mr. Allain if he was still working with a possible tenant for the Baldwin facility. Mr. Allain responded that he continues to communicate with the prospect and everything is looking favorable. Mr. Allain continued and reported that repairs and maintenance have been done to facilities at the Port site at Louisa such as roof repairs, changed lights on the bulkhead and that some of the repairs were reimbursed through a claim made through FEMA for damages that occurred during Hurricane Barry last year. He reported he is working with CLECO to reduce the electricity costs at the Baldwin facility. An increase in the Computer budget was caused by the replacement of one of the office computers. The total increase to the budget recommended is \$32,500. A motion was made by Mr. Tabb to approve the recommended adjustments to the budget. The motion was seconded by Ms. Lanceslin. Mr. Terry asked if there were any discussion or opposition. There was none. The motion carried unanimously.

A motion was made by Mr. Longman to issue a letter of no objection as requested by Miller Engineers on behalf of Ricky Eskind for a permit to construct a dock. The motion was seconded by Mr. Philips. Mr. Terry asked if there was any discussion or opposition. There was none. The motion carried unanimously.

Mr. Allain reported that Mr. Duplantis, the Port's attorney recently underwent surgery, is recuperating and doing well and is available by phone if anyone should have questions for him.

With regards to the EDA project, Mr. Miller reported that he spoke with Ms. Martha Cazauban of South Central Planning District regarding the Training Facility. Ms. Cazauban is in contact with Ms. Corey Dunn in the EDA office and was informed that her office was involved in the Covid 19 Cares Act and as such, there have been delays with the reviewing of EDA projects. He further stated that once approval from EDA is received, plans and specifications are ready and can go out for bid. Mr. Allain reported that Capital Outlay dollars for the project are in place and available.

There being no further business to be discussed, a motion was made by Mr. Deshotel to adjourn the meeting. The motion was seconded by Ms. Lanceslin. Mr. Terry asked if there was any discussion or opposition. There was none. The motion carried unanimously and the meeting adjourned at 6:30 p.m.

Signed



Joseph Tabb, Secretary